



## BOARD OF COMMISSIONERS' AGENDA

Tuesday, January 23, 2018, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

---

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

IV. MEETING MINUTES

Minutes from the Tuesday, January 16, 2018 Board of Commissioners' meeting.

V. ACTION ITEM(S)

- A. Asset Management Policy – A revised Asset Management Policy that provides for the tagging, inventory, and disposal of assets valued at \$1,000 or more and for IT equipment and software valued at \$100 or more; effective January 1, 2018.

*Action: Add the Asset Management Policy to next week's Consent Agenda.*

- B. Check Run in the amount of \$747,724.02 dated January 19, 2018.

*Action: APPROVE the Check Run dated January 19, 2018.*

- C. Court Administration - Contract renewal with Matthew Tomrell to provide cleaning services in the MDJ State College/Centre Region. The contract total is \$55.00 per week, a total of \$2,860 for the period of January 1, 2018 through December 31, 2018 – Dept. 257.

*Action: Add the contract renewal with Matthew Tomrell to next week's Consent Agenda.*

- D. District Attorney – Contract renewal with DLT Solutions, LLC to provide software update and license support renewal for the Oracle database, which is the platform for the Prosecutor's Management system to operate. The contract total is \$788.73 for the period of February 18, 2018 through February 17, 2019 – Dept. 221.

*Action: Add the contract renewal with DLT Solutions LLC to next week's Consent Agenda.*

- E. MIS/RBA – Contract renewal with Netbrain to provide software maintenance and support for Netbrain software used for county network management. The contract total is \$2,205 for the period of December 11, 2017 through December 10, 2018 – Dept. 142.

*Action: Add the contract renewal with Netbrain to next week's Consent Agenda.*

- F. Prison – Contract with PCoRP and Dynamic Imaging Systems Inc. to install Corretrak, an electronic documentation software for tracking inmates. This system is used for inmate identification, program attendance, security rounds, and headcount. This program is provided to the County by PCORP. The cost for CorreTrak maintenance will be \$5,93060 for year one, \$8,286.60 for year two, and \$8,286.60 for year three, a total of \$22,503.80 the period of January 30, 2018 through January 29, 2021 – Dept. 333.

*Action: Add the contract with PCoRP and Dynamic Imaging Systems Inc. to next week's Consent Agenda.*

G. Planning

- i. Memorandum of Understanding (MOU) for the final land development plan – Bellefonte/State College KOA; CCPCDO File No. 4-18. This proposal constitutes a final plan submission showing the development of thirty (30) additional RV campsites, a satellite bath house, as well as corresponding infrastructure to service the proposed land development activity; located along Jacksonville Road (State Route 0026) approximately two miles east of the Interstate 80 interchange located in Marion Township – Dept. 151.

*Action: Add the MOU for the final land development plan- Bellefonte/State College KOA to next week's Consent Agenda.*

- ii. Act 13 At Risk Bridge funding increase from \$25,000 to \$84,250 for the replacement of the T-810 Gum Stump Road Bridge in Boggs Township. The total estimated project cost is \$337,000 and the increased funding amount would cover 25% of the cost – Dept. 151.

*Action: Add the Act 13 At Risk Bridge funding increase for Boggs Township to next week's Consent Agenda.*

- iii. 2018 Agricultural Land Preservation Program appropriations totaling \$112,596 funded as follows: \$80,000 standard County allocation, \$15,571 in 2016 Clean and Green Interest, \$6,845 commitment from Ferguson Township under MPP, and \$10,000 commitment from Potter Township under MPP – Dept. 845.

*Action: Add the 2018 Agriculture Land Preservation Program appropriations to next week's Consent Agenda.*

I. Emergency Communications

- i. Contract renewal with Allied Mechanical to provide quarterly preventative maintenance on the 9-1-1 equipment room HVAC unit. The contract total is \$840 for the period of January 1, 2018 through December 31, 2018 – Dept. 354.
- ii. Contract renewal with SBM Electronics for the annual maintenance of the Verint Audiolog Voice Logging Equipment. The contract total is \$24,850.80 for the period of January 31, 2018 through January 30, 2019 – Dept. 354.
- iii. Payment for a contract with MIS Sciences Corporation to provide secondary dispatching services to Fire, EMS, Police, and County agencies that the Communications Center dispatches for. This secondary dispatch service provides mass distribution service, which is used to alert field units in the case of a problem, allowing contact via email, SMS, and voice message. This contract is an automatic renewal; the total cost is \$2,400 for the period of December 1, 2017 through November 30, 2018 – Dept. 354.
- iv. Payment for a contract with Onsolve, LLC to provide CodeRed service to 9-1-1. CodeRed service is used to place large volumes of telephone calls at a high speed to deliver pre-recorded telephone calls to recipients within pre-selected households and businesses for both emergency and non-emergency messages. This contract is an automatic renewal; the total cost is \$9,500 for the period of December 31, 2017 through December 30, 2018 – Dept. 354.

*Action: Add the contract renewals with Allied Mechanical and SBM Electronics and the payments to MIS Sciences Corporation and Onsolve, LLC to next week's Consent Agenda.*

- J. Commissioners – Contract with PFM Financial Advisors LLC (PFM) to provide retainer services related to financial planning, budget and strategic advice and planning, policy development and services related to debt insurance. The contract retainer is \$8,000 annually for the period of January 1, 2018 through December 31, 2021 and will automatically renew for additional two (2) year periods – Dept. 111.

*Action: Add the contract with PFM Financial Advisors LLC to next week's Consent Agenda.*

VI. CONSENT AGENDA

*Action: APPROVE the items listed on today's Consent Agenda.*

A. Adult Services

- i. Contract renewal with Centre Helps to provide information and referral services with the Community Help Line, 24 hours/day and 7 days/week to all Centre County residents. The contract total is \$35,000 for the period of January 1, 2018 through June 30, 2018 – Dept. 501.

BOARD OF COMMISSIONERS' AGENDA

TUESDAY, JANUARY 23, 2018

PAGE 4

- iii. The semi-annual PHFA report for the awarded PHARE/RTT grant fund which has provided eligible individuals with homemaker and case management services to improve quality of life and ensure housing security. The grant total is \$26,000 for the period of July 1, 2017 through June 30, 2018. As of November 30, 2017 the County has expended \$9,137.56.

B. Central Booking – Contract renewal with the Pennsylvania Chief of Police Association for the maintenance of the CPIN and LiveScan booking system. The contract total is \$6,800 for the period of January 1, 2018 through December 31, 2018 – Dept. 334.

C. MH/ID & EI – Addendum No. 1 with the Youth Service Bureau to add gambling prevention services in the amount of \$54,860. This increases the contract maximum for drug and alcohol services from \$75,430 to \$130,290 for the period of July 1, 2017 through June 30, 2018 – Dept. 562.

D. Aging– Grant application to the Corporation for National and Community Services. The grant will highlight two RSVP programs, VITA and State College Meals on Wheels and will provide funding for personnel and outreach activities. The grant total is \$128,782 which is funded as follows: Federal \$55,561 and County \$73,221 for the period of April 1, 2018 through March 31, 2019 – Dept. 521.

VII. DISCUSSION ITEMS

VIII. C-NET REQUESTS

IX. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

X. EXECUTIVE SESSION REPORT

XI. PUBLIC MEETING SCHEDULE

Tuesday, January 23, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, January 25, 2018

Finance Committee - Room 146WB

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Retirement Board – 11:00 AM – Room 146WB

Tuesday, January 30, 2018

BOC Meeting – 10:00 AM – Room 146WB

Thursday, February 1, 2018

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Retirement Board – 11:00 AM – Room 146WB

BOARD OF COMMISSIONERS' AGENDA  
TUESDAY, JANUARY 23, 2018  
PAGE 5

XIII. ELECTION ANNOUNCEMENTS

Tuesday, February 13, 2018

First day to circulate and file nomination petitions.

Tuesday, March 6, 2018

Last day to circulate and file nomination petitions.

XIV. QUESTIONS FROM THE PRESS

XV. ADJOURNMENT